

**Planning Commission Recommendation for the
Conditional Rezoning of 1722 to 1740 Crooks Road, First Reading
From Mixed Use 2 to Neighborhood Business**

June 6, 2016

The Honorable Mayor Ellison and
Members of the City Commission:

An application to conditionally rezone 1722 to 1740 Crooks Road from mixed use 2 to neighborhood business was reviewed by the planning commission. The proposed conditional rezoning would allow construction of a credit union with a drive-through ATM.

Financial institutions such as banks and credit unions are allowed as permitted uses in both the mixed use 2 and neighborhood business zoning districts. Drive-through service lanes for any permitted activity are specifically prohibited in the mixed use 2 zoning district while they are a special land use in the neighborhood business zoning district.

Attached for background purposes are the staff report dated April 1, 2016 (Attachment 1) and the site plan as recommended for approval by the planning commission (Attachment 2).

At its regular meeting of April 12, 2016, the planning commission conducted a public hearing on the petitioner's application. Various individuals spoke during the public hearing. Their comments along with those of the petitioner and the planning commission can be seen in the video for this meeting available on the city's website.

Following the public hearing the planning commission took the following action:

Moved by Mr. Godek
Supported by Commissioner Douglas

Be it resolved, that the request to conditionally rezone 1722-1740 Crooks Road (parcel nos. 25-16-204-001 & 25-16-204-001004) from mixed use 2 to neighborhood business in order to construct a 2,929-square foot financial institution with a drive-through atm (Community Choice Credit Union) is hereby referred to the city commission with a recommendation for approval, based upon the following:

- a. Although the requested neighborhood business zone is not entirely consistent with the site's planned future use of "mixed use – residential/office/commercial," adjacent properties with the same planned future use designation are developed with similar and identical commercial uses. The proposed use is consistent with the characteristics of surrounding buildings and uses.
- b. The site's physical and other environmental features are compatible with the proposed use.

- c. The proposed use is compatible with surrounding uses and zoning in terms of land suitability, impacts on the environment, traffic volumes, aesthetics, infrastructure, and potential influence on property values.
- d. The street system is capable of safely and efficiently accommodating expected traffic volumes generated by the proposed use.
- e. The capacity of public utilities and services is sufficient to accommodate the proposed use without compromising the city's health, safety and welfare.

Be it further resolved, that sp 16-04-06, a site plan to construct a 2,929-square foot financial institution with a drive-through atm (Community Choice Credit Union) at 1722-1740 Crooks Road (parcel nos. 25-16-204-001 & 25-16-204-001004), is hereby referred to the city commission with a recommendation of approval with the following contingencies:

- a. Prior to review by the city commission, a conditional zoning agreement between the petitioner and the city shall be submitted for review and approval by the city attorney specifying all conditions voluntarily offered by the petitioner and all requested waivers from required zoning ordinance and sign ordinance standards.
- b. Prior to review by the city commission, a revised site plan shall be submitted by the petitioner that includes all contingencies required by the planning commission, including a master signage plan. Signage may include: (1) a wall sign with 16 square feet of sign area placed partially above the building's roofline on the east side façade; and (2) a monument sign with a height of approximately 6 feet 4 inches, a sign area of approximately 20 square feet, and a setback of 10 feet from the northwest parcel boundary at the intersection of Twelve Mile Road and Crooks Road. All other signage shall comply with the required provisions of sign area 1 in § 607-10 of the sign ordinance.
- c. Exterior lighting fixtures shall be modified to comply with § 770-96 (B) of the zoning ordinance and other city codes and ordinances, including being directed downward and shielded so as not to shine on adjacent property, and within maximum permitted fixture heights and illumination levels.
- d. All work and/or improvements within the public right-of-way shall be in accordance with the specifications and standards of the city engineer.
- e. A performance bond shall be posted in an amount to be determined by the building official.
- f. The site plan shall meet all other code and ordinance requirements, as determined by the building official and city engineer, prior to issuance of any building permit. Such requirements include, but are not limited to, the Michigan building code and the stormwater detention ordinance (chapter 644).

Motion adopted unanimously.

The petitioner is requesting a conditional rezoning under Section 405 of Michigan's Zoning Enabling Act (Public Act 110 of 2006). Unlike a conventional rezoning, a specific use and site

plan are approved as part of a conditional rezoning request, subject to a written agreement between the petitioner and the city. Conditions voluntarily offered by the petitioner can be imposed on the site if a conditional rezoning is approved, and required zoning ordinance standards may be waived or modified as part of that approval.

The Zoning Enabling Act does not require the city commission to conduct another public hearing on the proposed conditional rezoning request, although it may do so if desired. The act includes provisions regarding the conditional zoning agreement offered by a petitioner. The city charter provides that an amendment to the zoning map cannot be approved upon introduction but must receive a second review.

The following options are available to the city commission:

- Adopt the conditional rezoning request and associated site plan upon first reading, with or without modification, and direct staff to prepare the application for final disposition;
- Adopt the conditional rezoning request and associated site plan upon first reading, with or without modification, direct staff to prepare the application for final disposition, and schedule a public hearing prior to final disposition;
- Refer the conditional rezoning request and associated site plan back to the planning commission for additional information or study, identifying specific areas of concern; or
- Reject the conditional rezoning request and associated site plan (no further action would be required).

The following resolution is recommended:

Whereas, the planning commission held a public hearing on April 12, 2016, and recommended approval of a proposed amendment to the zoning map of the City of Royal Oak for the purpose of conditionally rezoning 1722-1740 Crooks Road (parcel nos. 25-16-204-001 and 25-16-204-004) from mixed use 2 to neighborhood business; and

Whereas, the city commission has determined that the zoning map amendment is consistent with the goals and objectives of the master plan and has received the record of public comments taken at the public hearing held at the planning commission meeting of April 12, 2016.

Therefore, be it resolved, that ordinance 2016-##, entitled an ordinance to amend the zoning map of the City of Royal Oak, is hereby adopted on first reading.

The City of Royal Oak ordains:

Section 1 ordinance. Pursuant to the provision of the Michigan Zoning Enabling Act, P.A. 110 of 2006, as amended, and pursuant to all applicable provisions of law, the zoning map of the City of Royal Oak is hereby amended to conditionally rezone 1722-1740 Crooks Road, being parcel numbers 25-16-204-001 and 25-16-204-004, from mixed use 2 to neighborhood business, and sp 16-04-06, a site plan to construct a financial institution with a drive-through automated teller

machine at 1722-1740 Crooks Road, being parcel numbers 25-16-204-001 and 25-16-204-004, is hereby approved, subject to the associated "conditional zoning agreement."

Section 2 severability. If any section, subsection, clause, phrase or portion of this ordinance is for any reason held invalid or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent portion of this ordinance, and such holding shall not affect the validity of the remaining portions of this ordinance.

Section 3 savings. As proceedings pending and all rights and liabilities existing, acquired or incurred at the time this ordinance takes effect are saved and may be consummated according to the law in force when they are commenced.

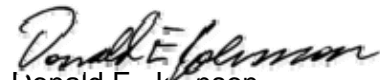
Section 4 repealer. All ordinance or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

Section 5 effective date. This ordinance shall be published in a newspaper of general circulation in the City of Royal Oak and shall become effective ten (10) days after publication, as provided by law.

Be it further resolved, the city commission directs staff to prepare a "conditional zoning agreement" for consideration by the city commission as part of the required second reading of ordinance 2016-##.

Respectfully submitted,
Timothy E. Thwing
Director of Community Development

Approved,


Donald E. Johnson
City Manager

2 Attachments

MEMORANDUM

Community Development Department
City of Royal Oak, Michigan

Meeting Date: April 12, 2016
211 Williams St. / P.O. Box 64
Royal Oak, MI 48068-0064
Phone: (248) 246-3280
Fax: (248) 246-3005
www.romi.gov

DATE: April 1, 2016

TO: Planning Commission

FROM: Planning Division

SUBJECT: Conditional Rezoning from Mixed Use 2 to Neighborhood Business and associated Site Plan (SP 16-04-06) to construct 2,929-sq. ft. financial institution with drive-through ATM (Community Choice Credit Union) at 1722-1740 Crooks Rd. (parcel nos. 25-16-204-001 & 004)
Community Choice Credit Union, Petitioner & Owner
Facilinet Services, Inc., Representative
SA+A Architects, Architect

1. Location & Existing Conditions

The site is located at the southeast corner of West Twelve Mile Road and Crooks Road and consists of two parcels with a total lot area of 15,434 square feet or 0.35 acres. All structures have been demolished and the site is now vacant. The properties were most recently occupied by an automobile filling station with a convenience store (Citgo) and a hair salon (Tori Hair Stylist). Surrounding uses include single-family, two-family, and multiple-family dwellings, professional and medical offices, financial institutions, and automobile filling stations.

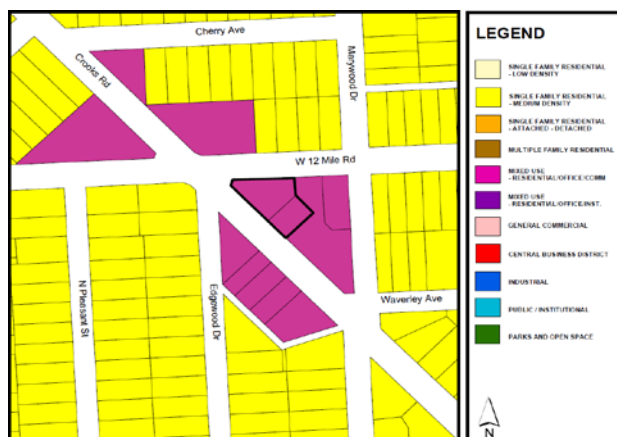


2. Zoning & Future Land Use

The site is zoned "Mixed Use 2" (left) while its planned future use on the Future Land Use Map of the city's Master Plan is designated as "Mixed Use – Residential / Office / Commercial" (right).



Zoning Map



Future Land Use Map

3. Road Classification

The city's Functional Road Classification System identifies both Twelve Mile Road and Crooks Road as "principal arterials." Arterials are at the top of the classification hierarchy and their primary functions are to carry vehicles relatively long distances and provide through-travel movements.

4. Proposed Conditional Rezoning

The petitioner is proposing to change the zoning of these parcels from Mixed Use 2 to Neighborhood Business as a conditional rezoning under Section 405 of the Michigan Zoning Enabling Act (Act 110 of 2006). A site plan is also proposed as part of the conditional rezoning to construct a financial institution (Community Choice Credit Union) with a drive-through automated teller machine.

Under Section 405 of the Zoning Enabling Act, a petitioner may voluntarily offer in writing and the city may approve certain uses and development of property as a condition to rezoning land. Such conditions must be offered voluntarily by a petitioner; the city may not require a petitioner to offer conditions as a prerequisite for rezoning property. The conditions proposed by a petitioner as part of a conditional rezoning are supposed to result in recognizable and material benefits to the city that would unlikely be achieved otherwise under the site's existing zoning.

As part of a conditional rezoning request, the petitioner needs to specify what conditions they offer, what recognizable and material benefits these conditions will achieve that cannot be realized under the site's existing zoning, and how these benefits justify the rezoning and outweigh having certain aspects of their proposed site plan not meet required Zoning Ordinance standards.

In approving conditions to a rezoning, the city may establish a time period during which the conditions apply. If the conditions are not satisfied within the time specified then the land reverts to its former zoning classification. During the approved time period, the city can neither add to nor alter the conditions. The time period can be extended by mutual agreement between the city and petitioner.

As part of a conditional rezoning, the city may waive required standards of the Zoning Ordinance if they feel the conditions proposed by the petitioner and the benefits that would result from them outweigh the need to meet such standards. Conversely, compliance with some or all Zoning Ordinance standards may be required by the city.

5. Proposed Use & Site Plan

- A. Proposed Use. The petitioner proposes to construct a new building and relocate a branch office of a nearby financial institution (Community Choice Credit Union) from its current location at 1709 Crooks Road. In addition to the building, a drive-through automated teller machine is proposed along the south side lot line.

Financial institutions such as banks and credit unions are a permitted use in both the Mixed Use 2 and Neighborhood Business zoning districts under § 770-39 (B)(1) and § 770-46 (B)(2) of the Zoning Ordinance. However, drive-through facilities are specifically

prohibited in the Mixed Use 2 zoning district according to § 770-46 (C)(1). Drive-through facilities for any use require a special land use permit in the Neighborhood Business zoning district under § 770-39 (C)(9). In order to allow the drive-through ATM the site must therefore be rezoned to Neighborhood Business or another zoning district that allows drive-through facilities.

- B. Building Placement & Dimensions. The triangular-shaped building would be placed at the northwest corner of the site next to the intersection of Twelve Mile Road and Crooks Road. It would have setbacks of 5 feet from Twelve Mile Road and 4 feet 10 inches from Crooks Road and approximately 2,929 square feet of gross floor area.

According to § 770-39 (D)(2)(a) of the Zoning Ordinance, no setbacks would be required from the west, south, or east lot lines if the property was zoned Neighborhood Business since none of these boundaries are adjacent to residential zoning. A 5-foot setback from Twelve Mile Road would be required under that same subparagraph due to the Two Family Residential zoning of parcels on the north side of that street across from this site. Alternatively, the Planning Commission may modify all required setbacks during site plan review in the Neighborhood Business zoning district under § 770-39 (D)(2)(b).

The building's height would be 21 feet 4 inches to its highest roof line and 25 feet to the top of a parapet wall. A maximum building height of 30 feet is allowed in the Neighborhood Business zoning district under § 770-39 (D)(1).

- C. Off-Street Parking & Stacking Spaces. Financial institutions are required to provide one off-street parking spaces for every 225 square feet of usable floor area under § 770-107 of the Zoning Ordinance. The building would have a usable floor area of 2,134 square feet as calculated by staff and require 10 off-street parking spaces. An off-street parking lot with 14 total spaces is proposed to the east and south of the building.

Drive-through lanes for financial institutions are required to have at least 5 stacking spaces under § 770-111 (E). Five stacking spaces are shown in a drive-through lane behind the ATM. A 12-foot wide escape aisle is also required under § 770-111 (D). An escape aisle is adjacent to the drive-through lane but a width of 12 feet is provided only along the first three stacking spaces. The escape lane next to last two stacking spaces does not have the minimum required 12-foot width and is 5 feet at its narrowest.

A waiver from the Planning Commission will therefore be necessary as part of the conditional rezoning to allow the reduced escape lane width adjacent to the last two drive-through stacking spaces.

- D. Vehicular Access. Two driveways are proposed, one each from Twelve Mile Road and Crooks Road. The driveway to Twelve Mile Road would have a width of 20 feet while the one to Crooks Road would have a width of 18 feet. Both driveways would be further than 25 feet from the intersection of Twelve Mile Road and Crooks Road as required under § 770-109 (D) of the Zoning Ordinance.
- E. Exterior Lighting. According to § 770-96 (B)(3)(c) of the Zoning Ordinance, illumination from exterior lighting may not exceed 0.5 foot-candles along any property line adjacent to non-residential uses. The petitioner's photo-metric grid indicates illumination from exterior light fixtures would exceed this maximum permitted level along the north, east, and south lot lines. Levels range from 1.2 to 3.7 foot-candles along Twelve Mile Road

adjacent to the parking lot. Levels range from 1.2 to 2.0 foot-candles along the east side lot line and 0.9 to 5.5 foot-candles along the south side lot line.

A waiver from the Planning Commission will therefore be necessary as part of the conditional rezoning to allow the proposed illumination levels. Alternatively, the petitioner can be required to modify their exterior lighting in order to comply with maximum permitted illumination levels.

- F. Landscaping & Screening. Landscaping including shrubs, planting beds, and seeded lawns is proposed along the west and north sides of the building adjacent to both streets. A 3-foot masonry wall with benches and a monument sign is also proposed at the northwest corner of the building. Deciduous trees and seeded lawns are also proposed within the parking lot and along the east, south, and west lot lines.
- G. Refuse Disposal. An enclosure for refuse containers is proposed at the south end of the building. The enclosure would be 4 feet from the west lot line along Crooks Road and have a height of 4 feet 4 inches. Enclosures for refuse containers are required to have a minimum height of 6 feet and be located as far as possible away from public view according to § 770-90 (I)(1) and (3) of the Zoning Ordinance. A waiver from the Planning Commission will therefore be necessary as part of the conditional rezoning to allow the proposed location and height of the refuse container enclosure.
- H. Signage. Wall signs ranging in size from 16 square feet to 50 square feet are proposed on the north, east, and west side façade elevations of the building. A monument sign with a height of 6 feet 4 inches at its highest point, a width of 6 feet 8 inches, and approximately 20 square feet of sign area is also proposed at the northwest corner of the building as part of a masonry screening wall.

The 16-square foot wall sign would be placed on a parapet wall with a portion of the sign extending above the building's highest roof line. Wall signs are not permitted to extend above the roof line of a building under § 607-8 and § 607-9 (E) of the Sign Ordinance. The site is also located within Sign Area 4 and free-standing signs including monument signs are specifically prohibited within that sign area according to § 607-13 (A)(2).

Waivers from the Planning Commission will therefore be necessary to allow the proposed wall and monument signs.

- I. Deviations from Zoning & Sign Ordinance Standards. The following is a list of deviations from required Zoning and Sign Ordinance standards as identified by staff that would be required as part of the conditional rezoning proposed by the petitioner:
- *Minimum required 12-ft. drive-through escape lane width [width of 5 ft. to 12 ft. proposed adjacent to last 2 stacking spaces]*
 - *Maximum permitted illumination levels of 0.5 f/c along any property line adjacent to non-residential land uses [levels range from 0.9 to 5.5 f/c along north, east, and south lot line]*
 - *Minimum required 6-ft. height for a refuse container enclosure [4 ft. 4 in. proposed]*
 - *Location of a refuse container enclosure away from public view insofar as possible [4-ft. setback from Crooks Rd. proposed]*

- *Installation of prohibited roof sign [wall sign proposed on east side façade partially above building's roofline]*
- *Installation of free-standing sign prohibited in Sign Area 4 [monument sign proposed at northeast corner of building]*

6. Results of Approval

Following a public hearing, the Planning Commission may recommend that the City Commission approve or deny a conditional rezoning request including any conditions voluntarily offered by the petitioner. The Planning Commission may also postpone making a recommendation and request additional information from the petitioner. A recommendation for approval or denial is forwarded to the City Commission with two readings required before changing the zoning of any property.

7. Recommendations

In reviewing an application for an amendment to the Zoning Map, the Planning Commission shall consider the following criteria contained in § 770-129 of the Zoning Ordinance, among other factors they may deem appropriate, in making their findings, recommendation, and decision:

- The requested zone should be consistent with the goals, policies and future land use map of the Master Plan, including any location-specific or corridor studies. If conditions have changed since the Master Plan was adopted, as determined by the Planning Commission or City Commission, the consistency with recent development trends in the site's area shall be considered.*
- The site's physical, geological, hydrological and other environmental features should be compatible with the host of principal permitted and special land uses in the proposed zone.*
- Evidence should document the applicant cannot receive a reasonable return on investment through developing the property with one or more of the principal permitted and special land uses under the current zoning.*
- The potential uses allowed in the proposed zone should be compatible with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic volumes, aesthetics, infrastructure, and potential influence on property values.*
- The street system should be capable of safely and efficiently accommodating expected traffic volumes generated by potential uses in the requested zone.*
- The capacity of public utilities and services should be sufficient to accommodate the potential uses in the requested zone without compromising the City's health, safety and welfare.*
- There should be an apparent demand in the City for the types of potential uses in the requested zone in relation to the amount of land in the City currently zoned and available to accommodate the demand.*
- The requested zone shall not create an isolated and unplanned spot zone.*
- Other criteria as determined by the Planning Commission or City Commission which would protect the public health, safety and welfare, protect public and private investment in the City, promote implementation of the goals, objectives and policies of the Master Plan and any amendments thereto, and enhance the overall quality of life in the City.*

Should the Planning Commission recommend approval of the conditional rezoning and its associated site plan to the City Commission, the Planning Division recommends the following contingencies:

- Prior to review by the City Commission, a conditional zoning agreement between the petitioner and the city shall be submitted for review and approval by the City Attorney specifying all conditions voluntarily offered by the petitioner and all requested waivers from required Zoning Ordinance and Sign Ordinance standards.*

Attachment 1

Conditional Rezoning & SP 16-04-06
1722-1740 Crooks Rd.
April 1, 2016
Page 6 of 6

- B. Prior to review by the City Commission, a revised site plan shall be submitted by the petitioner that includes any additional revisions or contingencies required by the Planning Commission.
- C. Exterior lighting fixtures shall be modified to comply with § 770-96 (B) of the Zoning Ordinance and other city codes and ordinances, including being directed downward and shielded so as not to shine on adjacent property, and within maximum permitted fixture heights and illumination levels.
- D. All work and/or improvements within the public right-of-way shall be in accordance with the specifications and standards of the City Engineer.
- E. A performance bond shall be posted in an amount to be determined by the Building Official.
- F. The site plan shall meet all other code and ordinance requirements, as determined by the Building Official and City Engineer, **prior** to issuance of **any** building permit. Such requirements include, but are not limited to, the Michigan Building Code and the Stormwater Detention Ordinance (Chapter 644).

It is recommended that the petitioner or a representative attend the April 12, 2016 Planning Commission meeting. The meeting starts at 7:30 p.m. in the City Commission Chambers on the 3rd floor of City Hall.

cc: Stephanie Kolpacke, Assoc. AIA, SA+A Architects
Stephen Auger, AIA, SA+A Architects
Dan Munro, Community Choice Credit Union
Gordon E. Sommerville, Facilinet Services, Inc.

MEMORANDUM

Community Development Department
City of Royal Oak, Michigan

211 Williams St.
P.O. Box 64
Royal Oak, MI 48068-0064
Phone: [248] 246-3280
Fax: [248] 246-3005
www.romi.gov

DATE: April 14, 2016

TO: File / Petitioner(s)

FROM: Planning Division

SUBJECT: Conditional Rezoning from Mixed Use 2 to Neighborhood Business and associated **Site Plan (SP 16-04-06)** to construct 2,929-sq. ft. financial institution with drive-through ATM (Community Choice Credit Union) at **1722-1740 Crooks Rd.** (parcel nos. 25-16-204-001 & 004)
Community Choice Credit Union, Petitioner & Owner
Facilinet Services, Inc., Representative
SA+A Architects, Architect

The Planning Commission, at its meeting on April 12, 2016, took the following action regarding your application:

Moved by Mr. Godek

Supported by Commissioner Douglas

Be it resolved, that the request to conditionally rezone **1722-1740 Crooks Road** (parcel nos. 25-16-204-001 & 25-16-204-001004) from **Mixed Use 2** to **Neighborhood Business** in order to construct a 2,929-square foot financial institution with a drive-through ATM (Community Choice Credit Union) is hereby referred to the City Commission with a **recommendation for approval**, based upon the following:

- a. Although the requested Neighborhood Business zone is not entirely consistent with the site's planned future use of "Mixed Use – Residential/Office/Commercial," adjacent properties with the same planned future use designation are developed with similar and identical commercial uses. The proposed use is consistent with the characteristics of surrounding buildings and uses.
- b. The site's physical and other environmental features are compatible with the proposed use.
- c. The proposed use is compatible with surrounding uses and zoning in terms of land suitability, impacts on the environment, traffic volumes, aesthetics, infrastructure, and potential influence on property values.
- d. The street system is capable of safely and efficiently accommodating expected traffic volumes generated by the proposed use.
- e. The capacity of public utilities and services is sufficient to accommodate the proposed use without compromising the city's health, safety and welfare.

Be it further resolved, that **SP 16-04-06**, a site plan to construct a 2,929-square foot financial institution with a drive-through ATM (Community Choice Credit Union) at **1722-**

1740 Crooks Road (parcel nos. 25-16-204-001 & 25-16-204-001004), is hereby referred to the City Commission with a **recommendation of approval** with the following **contingencies**:

- a. Prior to review by the City Commission, a conditional zoning agreement between the petitioner and the city shall be submitted for review and approval by the City Attorney specifying all conditions voluntarily offered by the petitioner and all requested waivers from required Zoning Ordinance and Sign Ordinance standards.
- b. Prior to review by the City Commission, a revised site plan shall be submitted by the petitioner that includes all contingencies required by the Planning Commission, including a master signage plan. Signage may include: (1) a wall sign with 16 square feet of sign area placed partially above the building's roofline on the east side façade; and (2) a monument sign with a height of approximately 6 feet 4 inches, a sign area of approximately 20 square feet, and a setback of 10 feet from the northwest parcel boundary at the intersection of Twelve Mile Road and Crooks Road. All other signage shall comply with the required provisions of Sign Area 1 in § 607-10 of the Sign Ordinance.
- c. Exterior lighting fixtures shall be modified to comply with § 770-96 (B) of the Zoning Ordinance and other city codes and ordinances, including being directed downward and shielded so as not to shine on adjacent property, and within maximum permitted fixture heights and illumination levels.
- d. All work and/or improvements within the public right-of-way shall be in accordance with the specifications and standards of the City Engineer.
- e. A performance bond shall be posted in an amount to be determined by the Building Official.
- f. The site plan shall meet all other code and ordinance requirements, as determined by the Building Official and City Engineer, **prior** to issuance of **any** building permit. Such requirements include, but are not limited to, the Michigan Building Code and the Stormwater Detention Ordinance (Chapter 644).

Motion adopted unanimously.

The Planning Commission's recommendation will be forwarded to the City Commission for their consideration at a future meeting. The application cannot be submitted to the City Commission until all contingencies of the Planning Commission have been addressed and included within a revised site plan and conditional zoning agreement.

Prior to scheduling your application for a meeting of the City Commission we will need two (2) printed, full-sized copies of the revised site plan addressing all contingencies approved by the Planning Commission, and PDF copies of all site plans sheets.

We are currently drafting a conditional zoning agreement for your application with the City Attorney. Copies of the draft agreement will be sent to you once it is completed.

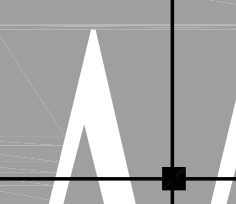
Please contact us if you have any questions or need further information.

Respectfully,

A handwritten signature in black ink, appearing to read 'Timothy E. Thwing', written in a cursive style.

Timothy E. Thwing
Director of Community Development

cc: Stephanie Kolpacke, Assoc. AIA, SA+A Architects
Stephen Auger, AIA, SA+A Architects
Dan Munro, Community Choice Credit Union
Gordon E. Sommerville, Facilinet Services, Inc.



STEPHEN AUGER + ASSOCIATES
ARCHITECTS INC

214 S. BROADWAY
SUITE 110
LAKE ORION, MICHIGAN
48362-3274
248. 814. 9160

WWW.SAA-ARCHITECTS.COM



 **Location Map**
No Scale

March 22, 2016

Conditional Rezoning from Mixed Use 2 to Neighborhood Business

Project

Community Choice Credit Union Member Center

1740 Crooks Road
Royal Oak, Michigan 48067



SA + A Architects Inc. Project Number 1524.01



Owners Representative

FaciliNet Services Inc.

28400 Northwestern Highway
Southfield, MI 48034

voice 248-763-2211
fax 248-351-3508

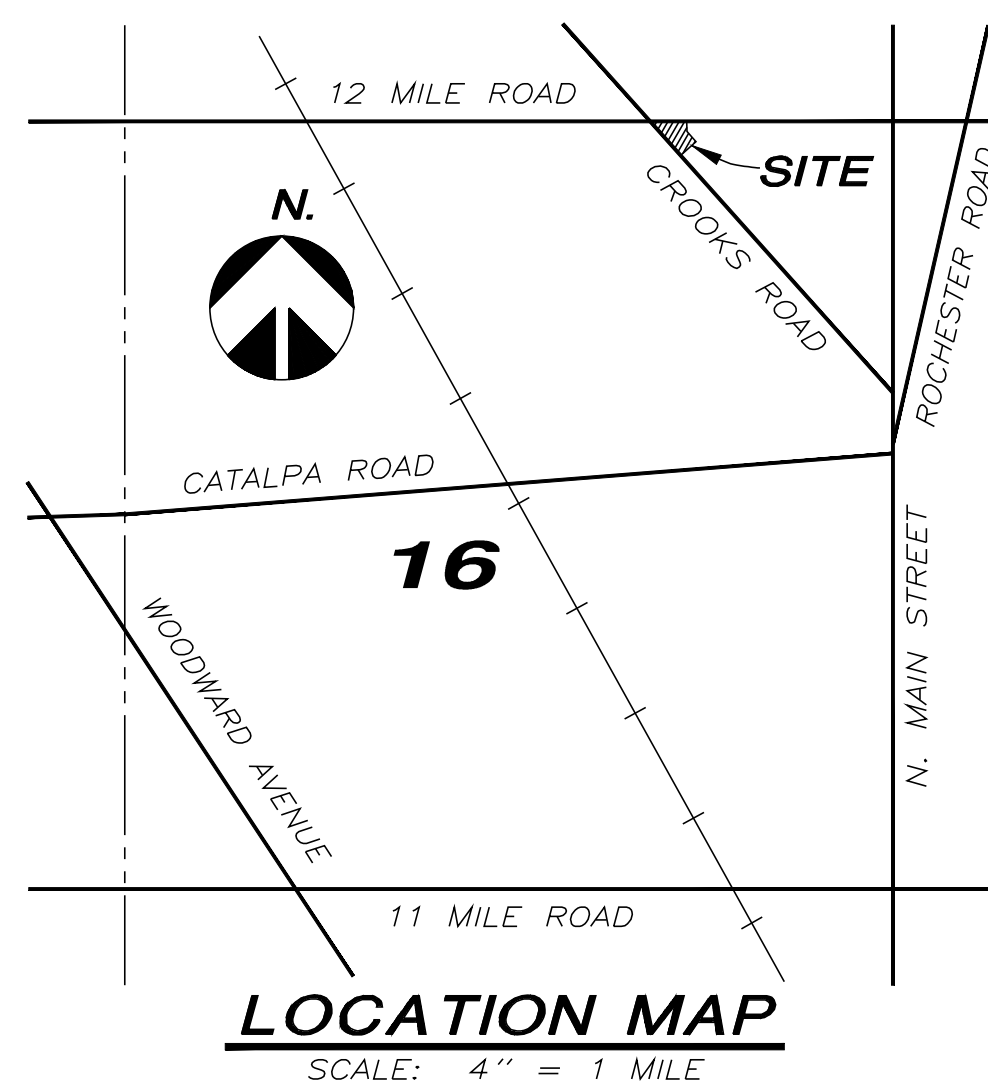
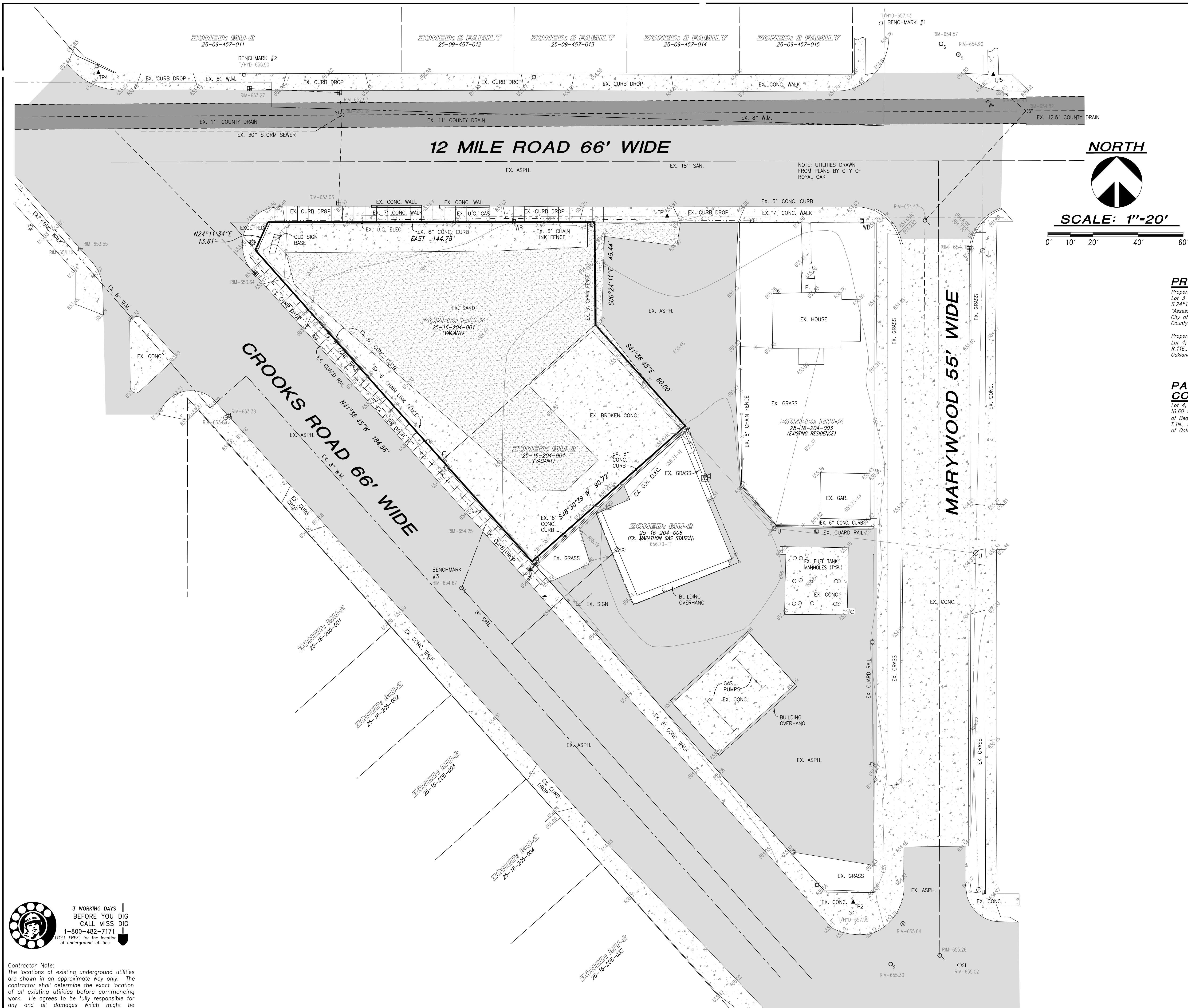


Civil Engineer

Urban Land Consultants, LLC

8800 23 Mile Road
Shelby Township, MI 48316

voice 586-731-8030
fax 586-731-2605



PROPERTY DESCRIPTION

Property Description: #25-16-204-001
Lot 3 excluding Beginning at the NW corner of Lot 3 thence East 16.60 feet; thence S.24°11'34"W, 13.61 feet; thence N.41°36'45"W, 16.60 feet to the Point of Beginning Assessor's Plot No. 15, part of the NW 1/4 of the NE 1/4 of Section 16, T.1N., R.11E., City of Royal Oak, Oakland County, Michigan as record in Liber 53, Page 29 of Oakland County Records.

Property Description: #25-16-204-004
Lot 4, Assessor's Plot No. 15, part of the NW 1/4 of the NE 1/4 of Section 16, T.1N., R.11E., City of Royal Oak, Oakland County, Michigan as record in Liber 53, Page 29 of Oakland County Records.

PARCELS MUST BE COMBINED COMBINED PROPERTY DESCRIPTION.

Lot 4, together with Lot 3 excluding Beginning at the NW corner of Lot 3 thence East 16.60 feet; thence S.24°11'34"W, 13.61 feet; thence N.41°36'45"W, 16.60 feet to the Point of Beginning Assessor's Plot No. 15, part of the NW 1/4 of the NE 1/4 of Section 16, T.1N., R.11E., City of Royal Oak, Oakland County, Michigan as record in Liber 53, Page 29 of Oakland County Records.

BENCHMARKS

DATUM=NAVD83
B.M. #1 ELEV.=657.43
T/HYD. @ NW CORNER 12 MILE & MARYWOOD

B.M. #2 ELEV.=655.90
T/HYD. @ NE CORNER OF CROOKS RD. AND 12 MILE RD.

B.M. #3 ELEV.=654.67
SAN. MH @ OF CROOKS RD.
OPP. SW PROPERTY CORNER

LEGEND

	EXISTING CONTOURS
	EXISTING GRADE
	EXISTING ASPHALT
	EXISTING SAND
	EXISTING CONCRETE

TOPOGRAPHY LEGEND

	WATER MAIN
	STORM SEWER
	SANITARY SEWER
	EASEMENT
	EX. U.G. ELEC.
	EX. O.H. WIRES
	EX. U.G. TELE.
	EX. U.G. GAS
	ROUND CATCH BASIN
	SQUARE CATCH BASIN
	UTILITY MANHOLE
	STORM MANHOLE
	END OF PIPE
	SANITARY MANHOLE
	CLEAN-OUT
	MANHOLE
	HYDRANT
	GATE VALVE WELL
	WATER VALVE
	WATER BOX
	VALVE
	LIGHT POLE
	AIR CONDITIONER
	MAIL BOX
	FENCE POST
	DOWN SPOUT
	SOIL BORING
	ELEC. TRANS. PAD
	UTILITY POLE
	GUY ANCHOR
	GUY POLE
	SIGN POST
	SPRINKLER HEAD
	GAS METER
	TELEPHONE RISER
	ELECTRICAL RISER
	CABLE TV RISER
	FINISHED FLOOR
	GARAGE FLOOR
	BASEMENT FLOOR
	CONC. CONCRETE
	SET MAG. NAIL
	SET IRON BAR
	FOUND IRON BAR
	FOUND C. MONUMENT



Contractor Note:
The locations of existing underground utilities are shown in an approximate way only. The contractor shall determine the exact location of all existing utilities before commencing work. He agrees to be fully responsible for any and all damages which might be occasioned by his failure to exactly locate and preserve any and all underground utilities.

160225-8854

JOB NO.

Date 3-21-2016

Scale 1"=20'

Drawn DKZ

Check POS

Sheet 2 of 2

Pld. Bk.

PROPOSED

CREDIT UNION

FOR:

STEVE AUGER, AIA

S&A ARCHITECTS, INC.

214 SOUTH BROADWAY ST., SUITE 110

LYNN, OHIO 44649

(888) 814-2199

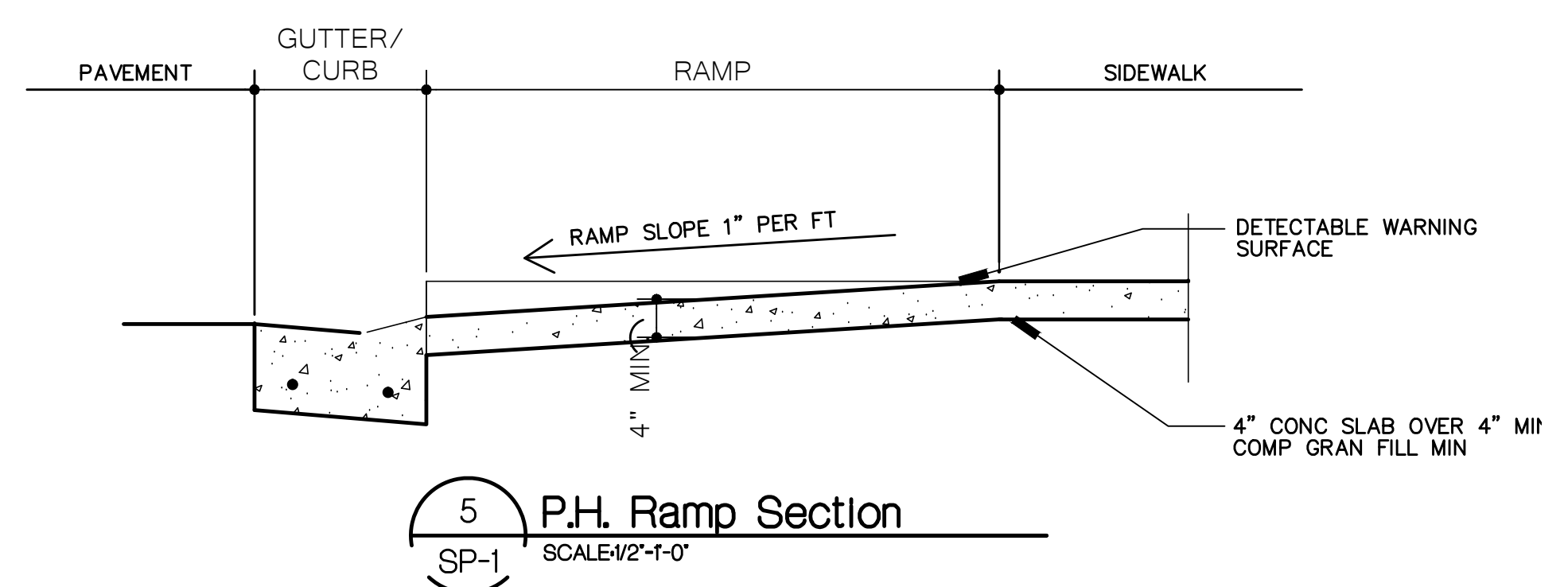
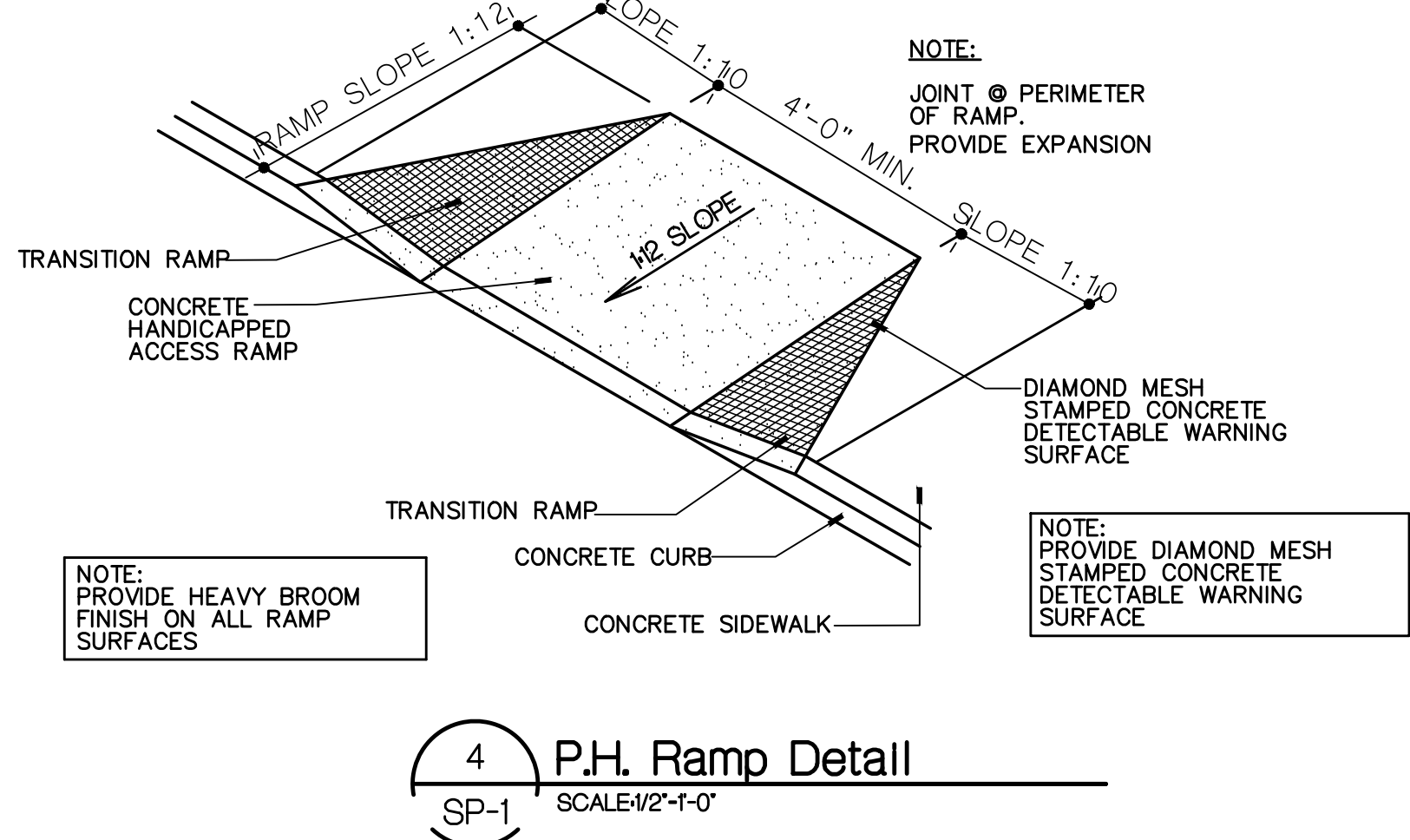
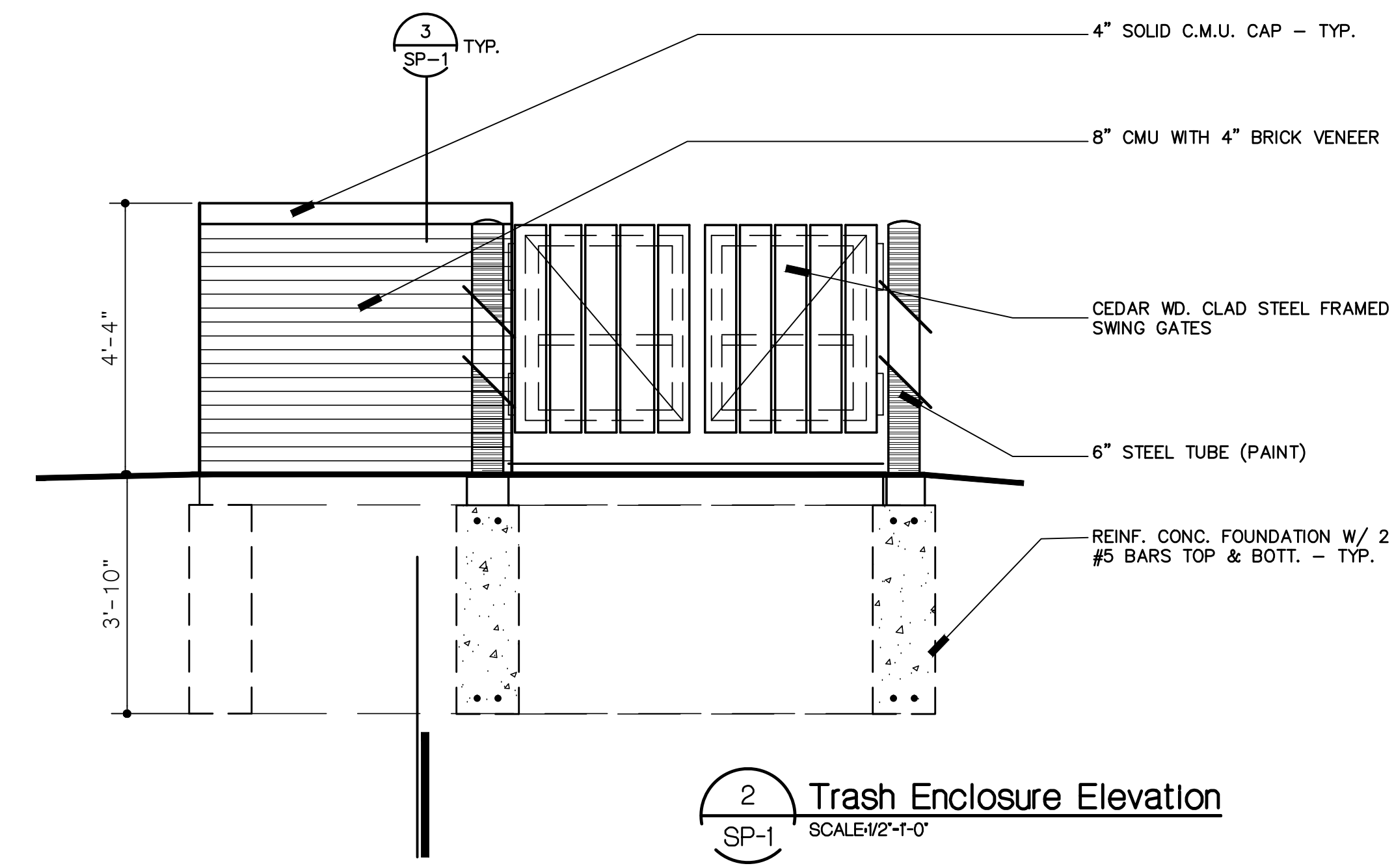
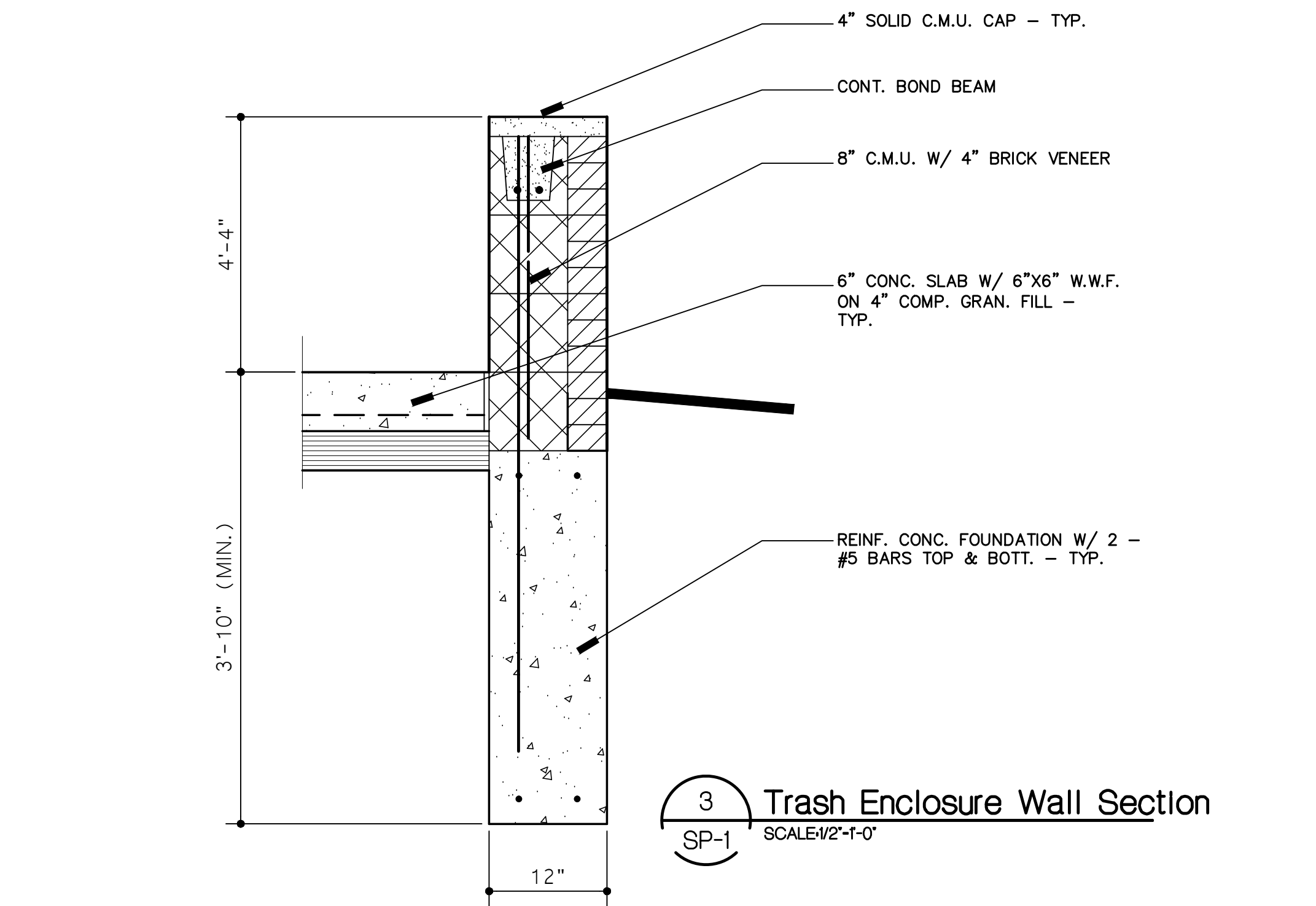
PHONE 586 731-8030

FAX 586 731-2605

URBAN LAND CONSULTANTS

CIVIL ENGINEERS PLANNERS LAND SURVEYORS

8800 23 MILE ROAD SHELBY TWP., MI 48316-4516



SITE CRITERIA	GENERAL NOTES	LEGEND																				
<p><u>Parcel I.D.:</u> 25-16-204-001 & 25-16-204-004</p> <p><u>Address:</u> 1740 Crooks Road Royal Oak, MI 48073</p> <p><u>Area of Site:</u> 0.35 Acres (15,434 Sq. Ft.)</p> <p><u>Existing Zoning:</u> Mixed Use 2</p> <p><u>Proposed Zoning:</u> Neighborhood Business</p> <p><u>Proposed Use:</u> Credit Union (Financial Institution)</p> <p><u>Building Area:</u></p> <ul style="list-style-type: none">-Gross: 2,929 Sq. Ft.-Net: 2,705 Sq. Ft.-Usable: 2,134 Sq. Ft. <p><u>Parking Summary:</u></p> <ul style="list-style-type: none">-Spaces Required: 1 space per 225 usable Sq. Ft. 2,134 Sq. Ft. / 225 = 10 spaces-Spaces Provided: 15 spaces + 1 (Barrier Free Space) <p>Space Dimension:</p> <ul style="list-style-type: none">-Required: 9' wide x 20' long-Provided: 9'-0" x 20'-0" (15 Spaces) 8'-0" x 20'-0" (1 Spaces Barrier Free) <p><u>Water Supply:</u> Municipal</p> <p><u>Sanitary:</u> Municipal</p> <p><u>Storm:</u> Enclosed Pipe W/ Outlet To Existing Storm Sewer</p> <p><u>Landscape:</u></p> <ul style="list-style-type: none">-Street Trees: 1 Tree Per 30 Linear Feet of frontage 343 linear feet/ 30 = 11 street trees6 Street Trees Provided-Parking Trees: 1 tree for every 8 parking spaces 16 parking spaces/ 8 = 2 parking trees2 Parking Trees Provided-Landscape: 10% of Lot 10% of 15,434 Sq. Ft. = 1,543Sq. Ft. 1,964 Sq. Ft. Landscaping Provided-Foundation Landscape: 1 ornamental tree & 6 shrubs per 30 linear feet of applicable building frontage 238' / 30 linear feet =8 units 8 ornamental trees and 48 shrubs	<ol style="list-style-type: none">Site is currently zoned as Mixed Use 2Refer to Civil Drawings prepared by Urban Land Consultants, LLC., for survey and full description of site layout, public right-of-ways, adjacent properties, existing tree and new and existing utilities information.Outside storage of any materials, supplies, equipment or similar items excluding that which is to be specifically used for construction of the proposed development is prohibited.This site does not involve equipment with the potential of emitting air contaminants such as smoke, open fire, gasses, or noises.Hazardous materials do not exist, nor are they stored on this site.This site shall be prepared in accordance with the provisions in the wetlands protection ordinances and as such shall not pollute, impair or destroy wetlands. No wetlands are present on site.All new utility lines shall be buried underground.Final number and location of fire lane signage and fire hydrants shall be coordinated by the City Engineer and with the Royal Oak Fire Department.All site lighting shall conform to local codes and ordinances. Exterior lighting shall be fully shielded and directed downward to prevent off-site glare. Site illumination intensity shall not exceed 10 footcandles within any site, 0.5 foot-candle along property lines adjacent to residential properties, or 1.0 foot-candle along non-residential property lines.This drawing is to show intent of landscaping. Coordinate exact species of landscaping with owner, maintenance, and landscape architect.	<table><tr><th>SYMBOL</th><th>DESCRIPTION</th></tr><tr><td></td><td>IRRIGATED PLANTER BED W/ ANNUALS</td></tr><tr><td></td><td>IRRIGATED PLANTER BED W/ PERENNIALS/ SHRUBS</td></tr><tr><td></td><td>IRRIGATED SEED LAWN</td></tr><tr><td></td><td>PROPOSED CONCRETE, REF. CIVIL DWGS FOR THICKNESS</td></tr><tr><td></td><td>PROPOSED ASPHALT, REF. CIVIL DWGS FOR THICKNESS</td></tr><tr><td></td><td>SHRUBS/ GROUND COVER PLANTED @ AVERAGE 30' O.C.</td></tr><tr><td></td><td>MIN. REQ'D. PARKING LOT TREE, 1.75" CAL. FLOWERING PEAR</td></tr><tr><td></td><td>MIN. REQ'D. STREET TREE, 2.5" CAL. MAPLE</td></tr><tr><td></td><td>PARKING LOT LIGHT POLE</td></tr></table>	SYMBOL	DESCRIPTION		IRRIGATED PLANTER BED W/ ANNUALS		IRRIGATED PLANTER BED W/ PERENNIALS/ SHRUBS		IRRIGATED SEED LAWN		PROPOSED CONCRETE, REF. CIVIL DWGS FOR THICKNESS		PROPOSED ASPHALT, REF. CIVIL DWGS FOR THICKNESS		SHRUBS/ GROUND COVER PLANTED @ AVERAGE 30' O.C.		MIN. REQ'D. PARKING LOT TREE, 1.75" CAL. FLOWERING PEAR		MIN. REQ'D. STREET TREE, 2.5" CAL. MAPLE		PARKING LOT LIGHT POLE
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LEGAL DESCRIPTION	SITE VARIANCES				
As shown in supplied title commitment, from Chicco title Agency, inc. file no. c-133844, dated 12-8-2014.		REQUIRED	PROPOSED	VARIANCE	NOTES
Parcel 25-16-204-001/1740 crooks rd land in the n.e. 1/4 of section 16, t.1n, r.11e., City of Royal Oak, Oakland County, Michigan described as: lot 3 in "assessor's plat no. 15" (liber 53 of plats, page 29) except that portion of lot 3 described as beginning at the n.w. corner of said lot 3; thence east 16.6 feet; thence s.24°11'38" w, 13.65 feet; thence n.41°36'45" w, 16.6 feet to the point of beginning.	LOT COVERAGE	N/A	2,929 SQ. FT.	N/A	2,705 USE SQ. FT.
	NORTH SETBACK	0'-0"	0'-0"	NONE	
	SOUTH SETBACK	0'-0"	5'-0"	NONE	
	EAST SETBACK	0'-0"	1'-6"	NONE	
	WEST SETBACK	0'-0"	4'-10"	NONE	
	CORNER SETBACK	10'-0"	10'-0"	NONE	
	MAX HEIGHT	30'-0"	25'-0"	NONE	
	PARKING	10	15 + 1 (H.C.)	NONE	
	DRIVE UP KIOSK	0	1	1	
	KIOSK STACKING	5	5	NONE	STACKING UNIT 8'X20'
parcel 25-16-204-004/1722 crooks rd land in the n.e. 1/4 of section 16, t.1n, r.11e., City of Royal Oak, Oakland County, Michigan described as: lot 4 in "assessor's plat no. 15" (liber 53 of plats, page 29).	STREET TREES	11	5	6	
	PARKING TREES	2	2	NONE	
	LANDSCAPE	1,543 SQ.FT.	1,964 SQ.FT.	NONE	
	FOUND. LAND.	0 TREES, 48 SHRUBS	0 TREES, 39 SHRUBS	8 TREES, 5 SHRUBS	
	LOADING ZONE	1	0	1	
	all subject to easements and restrictions of record.				

STEPHEN AUGER + ASSOCIATES
ARCHITECTS INC

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appropriate compensation to SA+A
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PROJECT

Community
Choice Credit
Union

1740 Crooks Rd.
Royal Oak, MI

DATE ISSUED

ISSUED FOR

1.18.16

Owner Review

02.11.16

City Review

03.01.16

SPA

03.22.16

Cond. Rezone

DRAWN

SK

CHECKED

SA

APPROVED

SA

SHEET

Architectural
Site Plan

scale as shown

FILE NUMBER

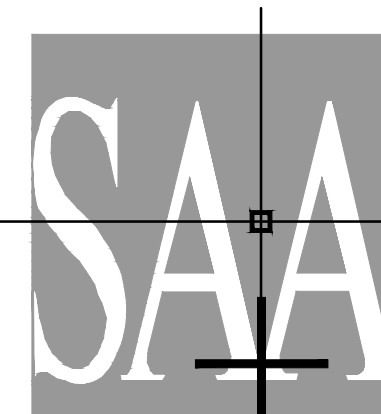
1524.01

SHEET NUMBER

SP-1



1 Floor Plan
A-101 SCALE: 1/4"=1'-0"



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DRAWN	SK
CHECKED	SA
APPROVED	SA

SHEET

Floor
Plan

scale as shown

FILE NUMBER

1524.01

SHEET NUMBER

A-101

KEYNOTES	
4.1	4" NOM. BRICK MAS. VENEER RUNNING COMMON BOND ON 2" AIR SPACE OVER 2" RIGID INSULATION OVER METAL FRAMING.
4.2	PRE-CAST CONC. SILL
4.3	MASONRY LANDSCAPE BUFFER WITH INTEGRATED BENCHES AND COMPANY BRANDING ELEMENT.
7.2	PRE-FIN. TWO-PIECE MET. COP'G ON 2X PT WD BLOCK'G
7.3	PRE-MANUF. ALUM CANOPY
8.1	1" LOW-E INSULATING GLASS IN ALUM. STOREFRONT, WINDOW, AND DOOR FRAM'G SYSTEM
8.2	1" LOW-E INSULATING GLASS IN ALUM. CLAD WINDOW FRAMING SYSTEM
8.3	HOLLOW MET. DOOR AND FRAME (PAINT).
10.1	PRE- MANUF. FABRIC AWNING
16.1	WALL SCENE LIGHT FIXTURE -TYP.
16.2	EXTERIOR EMERGENCY LIGHT FIXTURE WITH BATTERY BACK UP -TYP.



T.O. MASONRY	ELEV. - 125'-0"
T.O. PARAPET	ELEV. - 121'-4"
T.O. PARAPET	ELEV. - 117'-4"
T.O. CANOPY	ELEV. - 114'-4"
T.O. WINDOW & B.O. KIOSK CANOPY	ELEV. - 109'-4"
T.O. SILL	ELEV. - 103'-4"
FIN. FLR.	ELEV. - 100'-0"

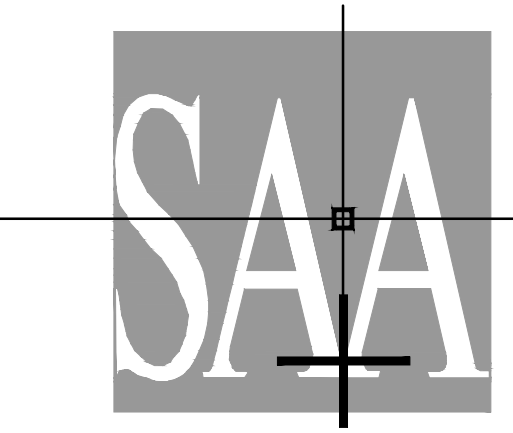


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T.O. ENCLOSURE	ELEV. - 104'-4"
T.O. SILL	ELEV. - 103'-4"
FIN. FLR.	ELEV. - 100'-0"

Sign Regulations - Chapter 607- Signs- Sign Area 4		
SIGN TYPE	ALLOWED	PROPOSED
Wall	Shall not exceed 10 % of building facade or 100 square feet, which ever is less. Not to project more than 30 inches horizontally beyond the wall of a building. Not to project above the roof line of a building.	Proposed Wall Sign- 50 S.F. (Max.) Wall Sign. Proposed Secondary Wall Sign- 50 S.F. (Max.) Wall Sign. Proposed Rear Wall Sign- 16 S.F. (Max.) Wall Sign.
Landscape/ Monument	See Location on Site Plan. Design to be provided in Sign package for approval	Proposed landscape buffer with integrated branding element
Directional	Single sign shall not exceed 4 feet. May be illuminated. Number of signs permitted shall be determined based on the number of driveways and arrangement of parking	Proposed Sign- 4 S.F. (Max.) Directional Sign.



T.O. MASONRY	ELEV. - 125'-0"
T.O. PARAPET	ELEV. - 121'-4"
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Union
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Royal Oak, MI

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1.18.16	Owner Review
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03.22.16	Cond. Rezone

DRAWN	SK
CHECKED	SA
APPROVED	SA

SHEET

Exterior
Elevations

scale as shown

FILE NUMBER

1524.01

SHEET NUMBER

A-201



3

A-301

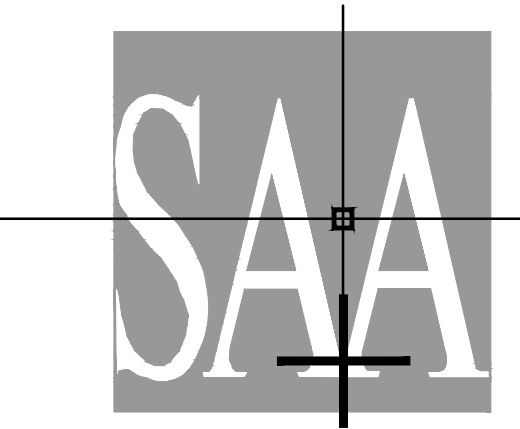
12 Mile West Bound

SCALE: Not to Scale



1 Crooks North Bound

A-301 SCALE: Not to Scale



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SHEET

Exterior Views

scale as shown

FILE NUMBER

1524.01

SHEET NUMBER

A-301

LIGHTING FIXTURE A-C



**D-Series
Size 0
LED Area Luminaire**

d^{series}

Specifications

EPA: 0.95 ft² (0.09 m²)

Length: 26" (66.0 cm)

Width: 13" (33.0 cm)

Height: 7" (17.8 cm)

Weight (max): 16 lbs (7.25 kg)



H
W
L


LIGHTING FIXTURE D

Outdoor General Purpose

OLLWD & OLLWU

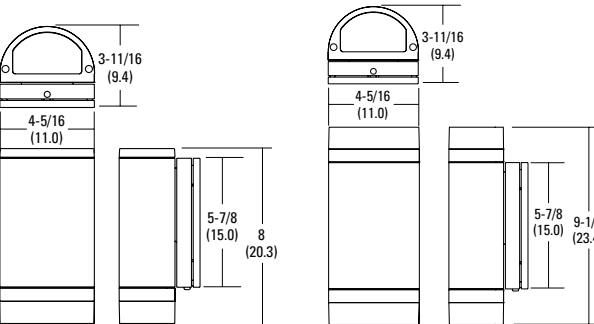
LED WALL CYLINDER LIGHT

LED



Specifications

All dimensions are inches (centimeters)



3-11/16" (84)

4-9/16" (116)

5-7/8" (150)

8" (203)

3-11/16" (84)

4-9/16" (116)

5-7/8" (150)

8" (203)

LIGHTING FIXTURE E



WST LED

Architectural Wall Sconce

LED

For 3/4" NPT, 1/2" conduit

Specifications Luminaire

Height: 7-1/4" (18.4 cm)

Width: 16-1/4" (41.3 cm)

Depth: 9-1/8" (23.2 cm)

Weight: 17 lbs (7.7 kg)

Optional Back Box (BBW)

Height: 4" (10.2 cm)

Width: 5-1/2" (14.0 cm)

Depth: 1-1/2" (3.8 cm)

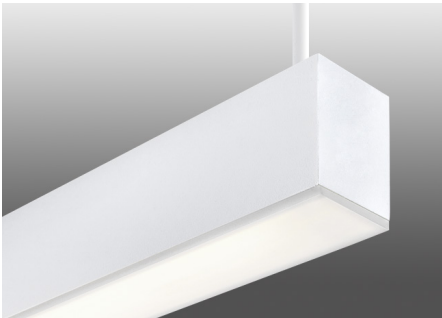
LIGHTING FIXTURE F

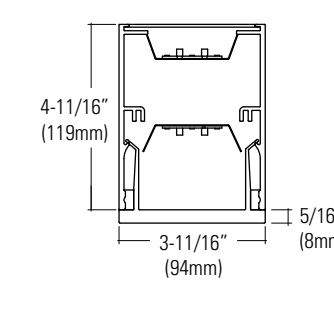
EDGE

EVOLUTION

EX3B WET

LED Direct and Indirect Linear with Satine Wet Lens

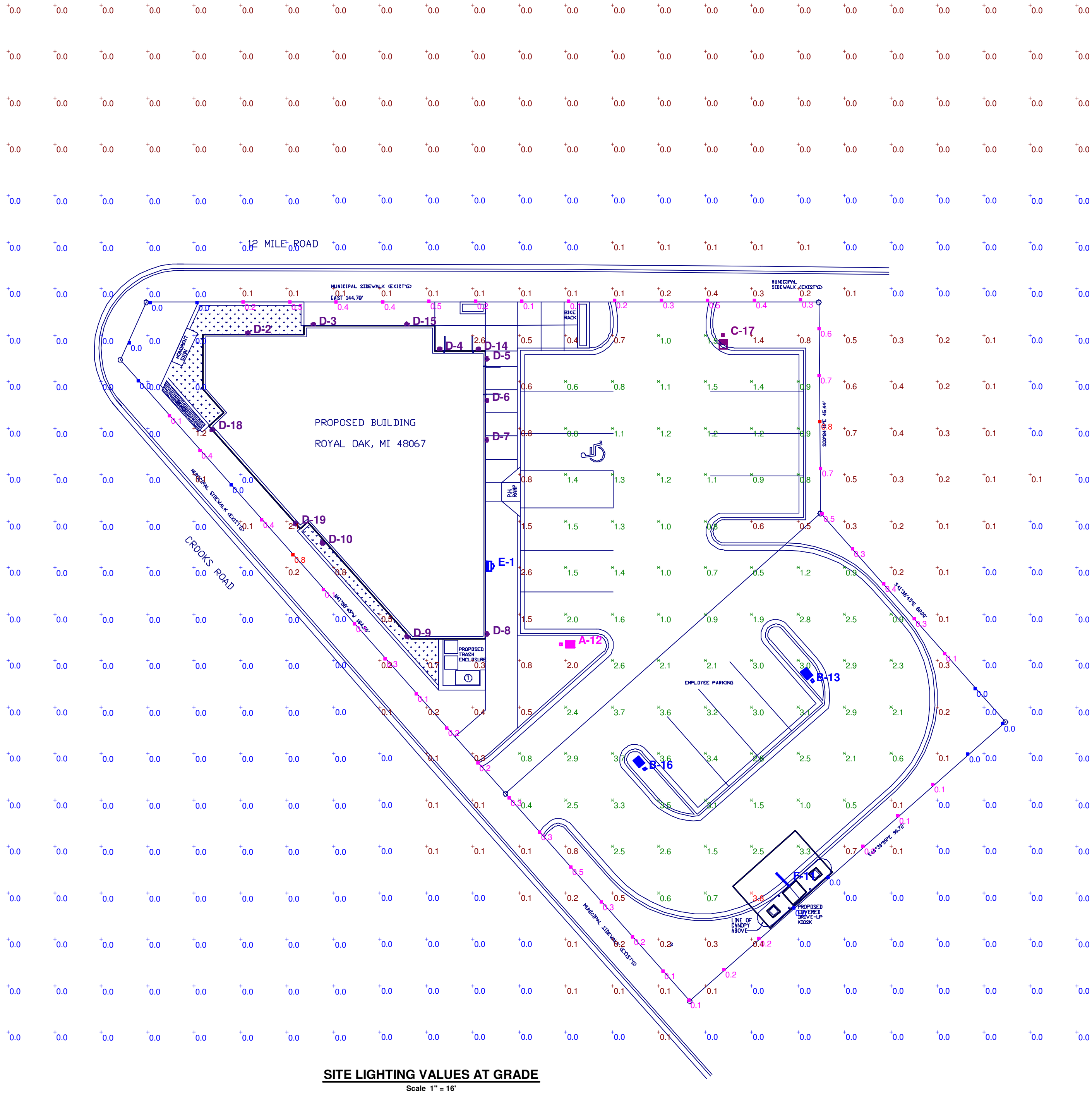




4-11/16" (119mm)

3-11/16" (94mm)

5/16" (8mm)



LUMINAIRE LOCATIONS						
No.	Label	Location X	Y	MH	Orientation	Tilt
1	E	104.2	100.7	10.0	90.0	0.0
2	D	52.4	150.9	8.5	0.0	0.0
3	D	66.5	152.7	8.5	0.0	0.0
4	D	93.7	147.4	8.5	0.0	0.0
5	D	103.8	145.3	8.5	90.0	0.0
6	D	103.7	136.4	8.5	90.0	0.0
7	D	103.7	127.9	8.5	90.0	0.0
8	D	103.8	86.1	8.5	90.0	0.0
9	D	86.7	85.7	8.5	225.0	0.0
10	D	68.5	105.8	8.5	225.0	0.0
11	F	167.5	33.3	9.5	-45.9	0.0
12	A	119.7	84.0	18.0	90.0	0.0
13	B	173.9	76.1	18.0	-40.0	0.0
14	D	102.1	147.4	8.5	0.0	0.0
15	D	86.6	152.7	8.5	0.0	0.0
16	B	137.9	57.1	18.0	-40.0	0.0
17	C	154.7	150.5	18.0	180.0	0.0
18	D	44.8	130.2	8.5	225.0	0.0
19	D	62.7	110.0	8.5	225.0	0.0







STATISTICS						
Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
OVERALL LTG VALUES AT GRADE	+	0.4 fc	3.8 fc	0.0 fc	N / A	N / A
PARKING LOT	X	1.8 fc	3.8 fc	0.4 fc	9.5:1	4.5:1
PROPERTY LINE	■	0.3 fc	0.8 fc	0.0 fc	N / A	N / A

NOTES

- SEE MH COLUMN OF LUMINAIRE LOCATIONS FOR MOUNTING HEIGHTS.
- SEE LUMINAIRE SCHEDULE FOR LIGHT LOSS FACTORS.
- CALCULATIONS ARE SHOWN IN FOOTCANDLES AT GRADE SURFACE.

THE ENGINEER AND/OR ARCHITECT MUST DETERMINE APPLICABILITY OF THE LAYOUT TO EXISTING / FUTURE FIELD CONDITIONS. THIS LIGHTING LAYOUT REPRESENTS ILLUMINATION LEVELS CALCULATED FROM LABORATORY DATA TAKEN UNDER CONTROLLED CONDITIONS IN ACCORDANCE WITH ILLUMINATING ENGINEERING SOCIETY APPROVED METHODS. ACTUAL PERFORMANCE OF ANY MANUFACTURER'S LUMINAIRE MAY VARY DUE TO VARIATION IN ELECTRICAL VOLTAGE, TOLERANCE IN LAMPS, AND OTHER VARIABLE FIELD CONDITIONS. MOUNTING HEIGHTS INDICATED ARE FROM GRADE AND/OR FLOOR UP.

THESE LIGHTING CALCULATIONS ARE NOT A SUBSTITUTE FOR INDEPENDENT ENGINEERING ANALYSIS OF LIGHTING SYSTEM SUITABILITY AND SAFETY. THE ENGINEER AND/OR ARCHITECT IS RESPONSIBLE TO REVIEW FOR MICHIGAN ENERGY CODE AND LIGHTING QUALITY COMPLIANCE.

LUMINAIRE SCHEDULE							
Symbol	Label	Qty	Catalog Number	Description	Lamp	File	Lumens LLF Watts
	A	1	LITHONIA #DSX0 LED 20C 530 40K T3M MVOLT	DSX0 LED with 20 LEDs @530 mA, 4000K, Type 3 Medium Optics	LED	DSX0_LED_20 C_530_40K_T3 M_MVOLT.ies	Absolute 0.90 35
	B	2	LITHONIA #DSX0 LED 20C 530 40K T5VS MVOLT	DSX0 LED with 20 LEDs @530 mA, 4000K, Type 5 Very Short Optics	LED	DSX0_LED_20 C_530_40K_T5 VS_MVOLT.ies	Absolute 0.90 35
	C	1	LITHONIA #DSX0 LED 20C 530 40K T4M MVOLT HS	DSX0 LED with 20 LEDs @530 mA, 4000K, Type 4 Medium Optics with HOUSE-SIDE SHIELD	LED	DSX0_LED_20 C_530_40K_T4 M_MVOLT_HS.ies	Absolute 0.90 35
	D	13	LITHONIA #OLLWD	OUTDOOR LED WALL DOWNLIGHT CYLINDER WITH 4000K LEDs AND POLYCARBONATE LENSES	LED	OLLWD.ies	Absolute 0.75 8.6
	E	1	LITHONIA #WST LED 1 10A700/30K SR4 MVOLT	WST LED WITH 1 MODULE, 10 LED's, 700mA DRIVER, 3000K COLOR TEMPERATURE, TYPE 4 LENS	LED	WST_LED_1_1 0A700_30K_SR4_MVOLT.ies	Absolute 0.90 24
	F	1	PINNACLE ARCHITECTURAL LIGHTING EV3B-40HQ-4	FABRICATED METAL DOWNLIGHT WITH 36 LEDS, EXTRUDED TRANSLUCENT WHITE FROSTED PLASTIC DIFFUSER, DIFFUSER FROSTED BOTH SIDES.	ONE HUNDRED FORTY-FOUR WHITE LIGHT EMITTING DIODES (LEDs), VERTICAL BASE-UP POSITION.	EV3A-40HQ-4-ITL82919.IES	Absolute 0.90 39.9



COMMUNITY CHOICE CREDIT UNION

SITE LIGHTING VALUES AT GRADE

PREPARED FOR: SAA ARCHITECTS

GASSER BUSH ASSOCIATES

Designer
LB/KJS/JAB

Date
MAY 17 2016

Scale
AS NOTED

Drawing No.
#16-50958-V8